

## **Minutes of the Finance Committee**

**Wednesday, June 17, 2015**

Chair Heinrich called the meeting to order at 8:15 a.m.

**Present:** Supervisors Jim Heinrich, Duane Paulson, Richard Morris, Steve Whittow, Eric Highum, and Larry Nelson. **Absent:** Bill Zaborowski.

**Also Present:** Chief of Staff Mark Mader, Public Works Director Allison Bussler, Waukesha Metro Transit Marketing Director Brian Engelking, Business Manager Betsy Forrest, Wisconsin Coach Lines President Tom Dieckelman, Budget Specialist Bill Duckwitz, Senior Civil Engineer Karen Braun, Hazardous Materials Coordinator Steve Todd, Federated Library Director Connie Meyer, and Senior Financial Analyst Steve Trimborn. Recorded by Mary Pedersen, County Board Office.

### **Annual Report on Transit Routes and Contracts with the City of Waukesha**

Forrest, Engelking, and Bussler were present to discuss the 2014 report as outlined in the revised version. Engelking indicated overall ridership was down 2.7%, revenues hours were down 3.5%, operating expenses were down 4.0%, and operating revenues were down 5.8%. Operating investment per total ride was down 0.6%. He said total rides per revenue hour increased 0.8% which is a good sign and exceeds their benchmark. The operating expense per total ride decreased 1.2%. Engelking reported on the following routes.

Route 1 Extension (operated by Waukesha Metro, this route travels between downtown Waukesha to Brookfield Square with numerous stops along the way): The County pays for the portion that serves the Town and City of Brookfield. Ridership increased 4.1% and total rides per revenue hour increased 12.4% while the operating investment per ride remained very low at \$0.78. Efforts were made to decrease trip time resulting in a more efficient route. Engelking said this is a great partnership and a very effective route.

Route 10 Extension (operated by Milwaukee County Transit, this route travels between Brookfield Square and Bayshore Town Center with numerous stops along the way): This route has the highest ridership although that was down slightly at 2.7%. The operating investment actually went down 6.1% even though service hours increased about 1% weekend mornings due to greater demand. Engelking said this is the best performing route in the system with 36.2 total rides per revenue hour with the cost per ride being low at \$2.11. Engelking advised of slight route changes beginning at the end of 2014 and it is now called the Gold Line. While these changes resulted in a slightly higher investment, we are getting a lot more service.

Route 79 (operated by Milwaukee County Transit, this route travels between Menomonee Falls and downtown Milwaukee via the Burleigh Park-Ride lot; known as the Freeway Flyer): This route saw a 16.5% decrease in ridership, second year in a row. This was not a surprise and is primarily due to the Park-Ride lot being removed as part of the Zoo interchange construction project. The temporary lot was not as convenient for passengers hence the decrease in ridership. However, the new Watertown Plank Park-Ride lot is expected to open in September and hopefully ridership will

increase. Milwaukee County reduced their rate resulting in significant savings and may be due to less overhead costs and more fuel efficient buses.

Route 901/904/905 (operated by Wisconsin Coach Lines, these routes travel from numerous points in Waukesha County Lake Country and City of Waukesha to downtown Milwaukee and UW-Milwaukee): Ridership was down 2.7%, revenue hours and miles remained about the same, and operating expenses were up 1.6% although they are still above minimum benchmarks. Engelking indicated beginning last fall, passengers with a valid UWM U-Pass could ride 901 for free and therefore, \$7,300 was paid by the Department of Transportation (DOT). Beginning in January 2015 Wisconsin Coach Lines started running four more trips to UW-Milwaukee per day paid for by the DOT while continuing the U-Pass credit.

Route 906 (operated by Wisconsin Coach Lines, this route travels between Mukwonago and downtown Milwaukee during peak commuting times): While total rides were down 2.9%, this is still a very good performing route at 23.53 total rides per revenue hour. The operating investment per total ride was \$9.60, a \$0.63 cent increase from 2013.

Route 901 Paratransit (Operated by Transit Express, this federally mandated door-to-door service is provided within one mile of the Route 901 service area and is provided for individuals unable to ride the regular service). Ridership was down 37.2% but not unexpected. It is a result of a change in 2013 when the board authorized the agency rate which helps decrease their cost and still provides a valuable service to these individuals. This began to level off in 2015 as expected. Heinrich asked how are these individuals getting rides if they are not using this service. Engelking spoke with other carriers and from what he heard, our provider is providing these trips on their own. Many of these trips originate from Family Care agencies and they are undercutting the rate we pay and paying directly to the company. They are still getting service; it's just not funded through the County service. Answering Paulson's question, Engelking said financially, this helps us out greatly.

MOTION: Whittow moved, second by Paulson to accept the annual report on transit routes and contracts with the City of Waukesha. Motion carried 6-0.

**Contract Procurement Process for Real Estate Acquisition Services – Waukesha West Bypass Phase 1, Capital Project #200917**

Braun advised the contract was awarded to The Highland Group, the highest rated proposer, for a total contract cost of \$119,645. The budgeted amount is \$200,000. Four companies submitted bids for consideration.

MOTION: Highum moved, second by Nelson to approve the contract procurement process for real estate acquisition services – Waukesha West Bypass Phase 1. Motion carried 6-0.

**Ordinance 170-O-029: Accept Site Assessment Grant From Wisconsin Economic Development Corporation And Amend 2015 Waukesha County Department Of Parks And Land Use Budget To Authorize Grant Expenditures**

Todd discussed this ordinance which authorizes the department to accept and appropriate \$12,818 of Site Assessment Grant revenues from the Wisconsin Economic Development Corporation (WEDC). Handouts including a topographical photo and property information were distributed. The County acquired the property through tax foreclosure in 2013. The funds will be used for contracted services related to the clean-up of contaminated soil at the 2.48 acre Marks Road site in

the Town of Oconomowoc. The total cost to complete this project is estimated at \$19,400. The grant contract stipulates that WEDC funds will cover two-thirds of the estimated cost while the remaining cost of nearly \$6,600 will be paid for out of the existing 2015 Parks and Land Use budget.

Paulson said the County is not responsible for cleanup or investigation of the contaminated soil so why would the County pay anything? Todd said the intent is to get it back on the tax rolls and it will not sell if there is an open environmental case which is the situation now. While the County is exempt from environmental rules, there is a lot of money to be made here. Back taxes total about \$8,000 and if we put \$6,600 into it and sell it for \$37,500 this will benefit the County. Paulson asked if the County does not take care of the clean up, who will. Todd said nobody. The previous owner, who is responsible for the contamination, his corporation is dissolved. Todd said we could decrease the price and hope to sell it that way but he believes this is the best option. Whittow felt it would be difficult for a buyer to obtain a loan with the soil contamination.

MOTION: Paulson moved, second by Highum to approve Ordinance 170-O-029. Motion carried 6-0.

**Ordinance 170-O-031: Create A Two-County Federated Library System Consisting Of Waukesha County And Jefferson County And Amend The Code Of Ordinances, Chapter 11** Meyer and Trimborn were present to discuss this item and a PowerPoint presentation was provided. After thorough study, Meyer said she believes this proposal will benefit Waukesha County and its member libraries by reducing costs through additional revenues whereby providing tax savings. Meyer gave background on this item and explained the funding of library systems in Wisconsin. In 2014, due to a lack of satisfaction with the current library system affiliation, Jefferson County began a study to consider other library system choices. After the study concluded, Waukesha County was their first choice. Waukesha County will retain control over the county library tax formula and distribution and Jefferson County will retain control over their formula. Adding territory to the library system increases its ability to capture future state aid dollars should the state aid formula change giving more weight to the geographic size of the library system. Adding Jefferson County libraries grows the CAFÉ catalog by 500,000 items. Meyer distributed information outlining changes to the County Code.

The additional state aid for serving Jefferson County is estimated at \$258,000. After expenditures, including one additional FTE librarian position (\$80,000) and one-time migration costs (\$113,300), the funds remaining in the first year are estimated at \$17,400. The projected migration costs would be paid from CAFÉ (Special Revenue Fund 215) reserve funds and paid back via payments by Jefferson County libraries totaling \$50,000 plus \$63,300 from Jefferson County's annual state aid for three years (\$21,100 per year).

With the partnership will come a name change, a larger board, and a planning committee. This committee will be specific to Waukesha County. The formula for the County library tax is unaffected by this partnership and remains under the authority of Waukesha County. Waukesha County will serve as the fiscal agent. The Federated Library System staff will remain employees of Waukesha County. The process for nomination and approval of Waukesha Federated Library System Board members will not change.

Paulson felt strongly the new librarian position should include a sunset clause whereby if the funding ceased, so would the position.

MOTION: Paulson moved, second by Morris to approve Ordinance 170-O-031. Motion carried 6-0.

### **Approve Minutes of June 3**

MOTION: Paulson moved, second by Highum to approve the minutes of June 3. Motion carried 6-0.

### **Schedule Next Meeting Date**

- July 8

### **Chair's Executive Committee Report of June 15**

Heinrich said the Executive Committee, at their last meeting, approved two ordinances and two appointments which were included in the last set of legislative referrals.

### **State Legislative Update**

Spaeth said the Joint Finance Committee (JFC) is still reviewing the governor's budget but they have been on a rare hiatus the last two weeks discussing Bucks arena and transportation funding. The State budget has been generally favorable for Waukesha County. However, areas of concern which will affect the County budget include cuts to the recycling program (\$165,000) and the Pretrial Intoxicated Driver Intervention Program (\$150,000), both of which were approved by the JFC. Two items that were not in the governor's budget but approved by the JFC were fee freezes for the Medical Examiner's Office for two years and then CPI increases thereafter, and for food licensing. The issue of food licensing fees will be studied further. Policy language was added into the DNR's budget regarding shoreland zoning stating that County regulations will not be more restrictive than State regulations. Cuts in transportation funds are expected but exactly how much is unknown at this time. Also, Waukesha County Executive Paul Farrow has been granted the power to authorize 2R charter schools located in Waukesha County. This was discussed further and it was noted this was a proposal by lobbyist Scott Jensen. Heinrich asked about the Aging & Disability Resource Center proposal. Spaeth said the JFC wants more public and stakeholder input but the governor can still seek a federal waiver to change the program. More details will be released over the next year.

MOTION: Highum moved, second by Morris to adjourn at 10:15 a.m. Motion carried 6-0.

Respectfully submitted,

William J. Zaborowski  
Secretary